

**Monday June 12, 2023**  
**Board Meeting Agenda**

Board Room #2  
2nd Floor Conference Center  
9960 Mayland Drive  
Henrico, VA 23233

- 9:00 a.m. Call to Order – **Laurie A. Warwick, CPA, Chair**  
Security Briefing – **Nicole Reynolds, Licensing and Operations Support**  
Determination of Quorum  
Approval of June 12, 2023, Agenda  
Approval of April 24, 2023, Board meeting minutes
- 9:15 a.m. Public comment period (general)\*
- 9:25 a.m. FY 2022 VBOA Audit exit – **Deanne Compton, CPA, Auditor of Public Accounts**
- 9:45 a.m. Public comment period for Enforcement Agenda\*  
Enforcement Agenda- **Matthew Ross, Enforcement Director**  
*Cases denoted '+' involved IFF.*
- 2022-0501 – Consent Order (Brown)
  - 2022-0555 – Consent Order (Brown)
  - 2022-0561 – Consent Order (Mullen & Cotton)
  - 2023-0108 – Consent Order (Cotton)
  - 2022-0267 – Consent Order (Carson)
  - 2022-0505 – Consent Order (Bradshaw)
  - 2022-0506 – Consent Order (Bradshaw)
  - 2022-0253 – Board Order (Glynn)
  - 2022-0262 – Board Order (Glynn)
  - 2022-0263 – Board Order (Glynn)
  - 2022-0679 – Board Order (Glynn)
  - 2022-0319 – Request for extension and payment plan (Glynn)
- 10:00 a.m. NASBA and AICPA Committee Updates – Laurie A. Warwick, CPA, Chair
- 10:15 a.m. Executive Director's Report – **Nancy Glynn, CPA, Executive Director**
- General updates
  - Financial and Board Report update – **Renai Reinholtz, Deputy Director**
    - Revenue forecast tool
  - Enforcement update – **Matthew Ross, Enforcement Director**
  - Policy Update – **Vasa Clarke, Information and Policy Advisor**

11 a.m.

**Board Discussion Topics – Laurie A. Warwick, CPA, Chair**

- Peer Review – require firms to opt into additional information – authority granted under 54.1-4412.1 (Board vote required)
- Approval of 30-month conditional credits (Board vote required)
- Education handbook – effective date revision (Board vote required)
- Re-exam fees in new NASBA system (Board vote required)
- FY2023 S.M.A.R.T. Goals update – **Nancy Glynn, CPA, Executive Director**  
*SMART Goals not completed in 2023.*
  - **Licensing System: Ongoing** 54.1-4412.1
  - **Enforcement Tracking: Improvements made - paused in 2023, awaiting new system. To be revisited during requirements and implementation of the system. Not to be carried into 2024 SMART goals.**
  - **Peer Review Enforcement: Paused in 2023, awaiting new system. To be revisited during requirements and implementation of the system. Not to be carried into 2024 SMART goals.**
  - **Education for Licensure: Postponed due to national discussions regarding 150 hours.**
  - **Cash forecasting and fee structure: Ongoing. Fee schedule to be included in the Code of Virginia and regulations SMART goal.**

*SMART Goals completed in 2023.*

- Education Accreditation: Completed
- Education for Exam: Completed
- Enforcement: Use of Title: Completed
- Enforcement: CPE review: Completed

11:30 a.m.

**FY2024 Planning Topics for discussion – Wendy P. Lewis, CPA, Vice Chair**

- Revisions to the Code of Virginia and regulations, which includes fee schedule.
- Review of VBOA policies
- Board recusal policy
- CPE Requirements

*The following 3 items could be developed into a SMART goal.*

- Internships – for credit and experience purposes.
- ELE program
- 150-hour discussion

*Additional discussion topics*

- Succession planning – providing protection for clients.
- Diversity, Equity, and Inclusion
- CPA Pipeline
- 2 University board meetings per year

12:30 p.m.

Celebration for D. Brian Carson and adjourn for lunch.

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1 p.m. FY2024 Planning Topics for discussion, continued

2:15 p.m. Additional Items for Discussion

- Sign Conflict of Interest forms
- Sign Travel Expense vouchers
- Future meeting dates
  - August 29, 2023
  - October 24, 2023
  - December 5, 2023
  - January 17, 2024

2:30 p.m. Closed Session (as needed)

3 p.m. Adjournment

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**\*Five-minute public comment, per person, on those items not included on the agenda.**

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